

CONSTITUTION

As at Monday,
5th June, 2017





CONSTITUTION

As at Monday, 5th June, 2017

This agenda gives notice of items to be considered in private as required by Regulations (4) and (5) of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

Members are reminded that if they have detailed questions on individual reports, they are advised to contact the report authors in advance of the meeting.

Members of the public may ask a question, make a statement, or present a petition relating to any agenda item or any matter falling within the remit of the committee.

Notice in writing of the subject matter must be given to the Head of Governance, Law & Regulation by 5.00pm on the day before the meeting. Forms can be obtained for this purpose from the reception desk at Burnley Town Hall or the Contact Centre, Parker Lane, Burnley. Forms are also available on the Council's website www.burnley.gov.uk/meetings.

AGENDA

1) <i>Index</i>	5 - 8
a) <i>Part 1 Summary and Explanation</i>	9 - 18
2) <i>Part 2 Articles</i>	19 - 48
3) <i>Part 3 Scheme of Delegation Council and Executive Functions</i>	49 - 144
4) <i>Part 4</i>	
a) <i>Council Procedure Rules</i>	145 - 162
b) <i>Access to Information Procedure Rules</i>	163 - 174
c) <i>Budget and Policy Framework Procedure Rules</i>	175 - 180
d) <i>Executive Procedure Rules</i>	181 - 184
e) <i>Scrutiny Procedure Rules</i>	185 - 192
f) <i>Financial Procedure Rules</i>	193 - 232
g) <i>Contracts Procedure Rules</i>	233 - 256
h) <i>Officer Employment Procedure Rules</i>	257 - 258
i) <i>Officer Disciplinary Procedure Rules</i>	259 - 262

5) Part 5

a) Code of Conduct for Members	263 - 316
b) Code of Conduct for Employees	317 - 342
c) Protocol for Chief Executive, Directors and Political Groups	343 - 344
d) Council's Petition Scheme	345 - 350
e) Appointment of Mayor and Deputy Mayor Elect	351 - 352
f) Protocol for Scrutiny Call-in Procedure	353 - 354
g) Guidance for Councillors and Officers involved in Outside Organisations	355 - 380
h) Local Code for Corporate Governance	381 - 384
i) Protocol for Awards to Recognise Service to the Council or the Community	385 - 388
j) Protocol Members of Standards Committee or Sub Committees	389 - 394
k) Protocol for Monitoring Officer	395 - 400
l) Protocol for Chief Finance (Section 151) Officer	401 - 406
m) Recording and use of Social Media at Council and Other meetings open to the public	407 - 410

6) Part 6 Members Allowance Scheme	411 - 418
---	-----------

7) Part 7 Management Team Structure	419 - 420
--	-----------

MEMBERSHIP OF COMMITTEE

Councillor Howard Baker	Councillor Anne Kelly
Councillor Gordon Birtwistle	Councillor Arif Khan
Councillor Charlie Briggs	Councillor Lubna Khan
Councillor Bill Brindle	Councillor Wajid Khan
Councillor Margaret Brindle	Councillor Margaret Lishman
Councillor Frank Cant	Councillor Sobia Malik
Councillor Ida Carmichael	Councillor Tony Martin
Councillor Saeed Chaudhary	Councillor Elizabeth Monk
Councillor Jean Cunningham	Councillor Neil Mottershead
Councillor Trish Ellis	Councillor Andrew Newhouse
Councillor Danny Fleming	Councillor Lian Pate
Councillor Beatrice Foster	Councillor Mark Payne
Councillor Gary Frayling	Councillor Tom Porter
Councillor Roger Frost	Councillor Asif Raja
Councillor Sue Graham	Councillor Paul Reynolds
Councillor Joanne Greenwood	Councillor David Roper
Councillor John Harbour	Councillor Ann Royle
Councillor Tony Harrison	Councillor Jeff Sumner
Councillor David Heginbotham	Councillor Andrew Tatchell
Councillor Alan Hosker	Councillor Cosima Towneley
Councillor Shah Hussain	Councillor Mark Townsend
Councillor Mohammed Ishtiaq	Councillor Christine White
Councillor Marcus Johnstone	

PUBLISHED

5th June 2017